

## EJ IWG Strategy and Implementation Committee Meeting

February 8, 2017, 10:30am – 11:30am

**Teleconference:** Ex. 6 - Personal Privacy

**MEETING GOALS:** To discuss action items from Jan. 25 meeting and FY 17 Activities

### Team Members

- Cynthia Ferguson (DOJ/Co-chair)
- Marsha Minter (EPA/Co-chair)
- Cheryl Kelly (DOI)
- Jeanine Finley (EPA)

### AGENDA

- 10:30am Roll Call/Welcome
- 10:35 Recap of Jan. 25 2017 Meeting and Updates/ Notes in Jeanine's 1-25 email
- Sr. Rep Transition
  - Max.Gov Training Sessions are being scheduled
  - Provide MAX.GOV reminder on EJ IWG monthly agenda
  - NEJAC Questions

- 10:40 Draft FY 16 Framework for Collaboration Accomplishments Report
- Status of incoming edits/Due Feb. 13
  - Revise Draft and Finalize

**The committee will revise based on comments received and aim to send the report out for final showstopper comments on the 16<sup>th</sup>.**

- Post Report- Mid/Late February

- 10:45 Draft (Internal) FY 17 Framework for Collaboration Priorities
- Circulate SOPs to Committee Chairs
  - Dedicate a meeting to adding deliverables to our FY 17 Priorities/cross-fertilization

**Next meeting Feb 22<sup>nd</sup>- work on FY 17 implementation plan, in-person meeting. 10:30-12pm hosted at DOJ**

- 10:55 NEJC Face-to-Face Meeting
- Agenda/Purpose/Select a Date/EJ IWG Sessions/Celebration?

## **EJ IWG Strategy and Implementation Committee Meeting**

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**Committee Chair Meeting- focus on committee cross-fertilization. Cynthia will determine a time to meet based on the NEJC agenda and Marsha will gauge the interest of the co-chairs.**

11: 05      FY 17 Meetings

Feb. 16: Lead Disparities /Draft Agenda

**Marsha is preparing the draft agenda for the Feb 16<sup>th</sup> meeting**

March 16: Women's Health Community Spotlight/Select a speaker

April 20 (Earth Day)

Spring 2017: New Administration/EJ IWG Sr. Reps Meet & Greet

TBD: Strategic Planning Session

**The IWG will plan to establish a subcommittee to begin the process of developing the next phase of the framework for collaboration.**

11:15      EJ IWG Presentation at Mustafa Farewell

**Marsha will send out an email to the membership to determine who is attending and willing to participate in a IWG farewell**

Next Steps/Future Topics

- EJ IWG Duties in Performance Standards
- Increasing membership in EJ IWG committees
- Tracking Progress

### **Next meeting**

2 and 4<sup>th</sup> Wednesdays @ 10:30am

### **Pending Tasks**

Charter Revisions/Focus Areas

SOPs (Community Spotlight, Concept/Concurrence, Succession)

Cross Cutting Issues (Climate equity terminology)

Analysis of Accomplishment Reports/Strategic Plans

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Tracking Framework Deliverables/EOY Progress Template

Monthly Meetings (Issue Specific i.e. youth, lead, Committee Chairs)

MAX.GOV

Agency EJ Missions

Reflections/Lessons Learned from former IWG members (Nov. Meeting)

International